**\*\* DEQ will consider your submission incomplete if the final delineation report, including the delineation map(s), does not include all the required information listed in this document. This checklist below is provided by DEQ to assist the VSWD with preparing a complete SSWD request. Note: the VSWD signed certification statement on page 15 of this document is required to be submitted with the delineation package.**

Delineation report checklist\*\*

Additional information and descriptions are depicted below in parentheses and normal text. Examples of explanatory text are depicted below in [brackets] and *italics*.

**Has a previous delineation or Jurisdictional Delineation (JD) been performed? If so, please provide USACE Project Number**

**Address of property** (Include review area and directions (road names, cross streets, nearest town, etc.). Coordinatesof center of property or review area in degrees, minutes, and seconds (i.e., 01°01'01"). Linear projects should also include degrees, minutes, and seconds location of the start and end of the review/project area. If there is a 911 address for the site(s), also provide this information.)

**Size of the property** (acres)

**Provide the following information from DEQ’s Wetland Condition Assessment Tool (WetCAT)** (Soils on the property; impaired waters, if any; any permits associated with the site, list date data collected from WetCAT} WetCAT can be found at: <https://www.deq.virginia.gov/our-programs/water/wetlands-streams/wetcat>.)

**Name of Impacted Waterbodies/ Nearest Waterbody(ies) (example given)**

*{XXXXXX Bay a (Tidal or Nontidal system) lies approximately 1,500 feet southeast of the subject parcel.*

*Man-made canal off XXXXXXXX lies approximately 525 feet southeast of the subject parcel}*

**Water bodies onsite identified as Section 10** *{XXXXXXXXXXXX}*

**Delineation Methods** (U.S. Army Corps of Engineers 1987 Wetland Delineation Manual in conjunction with (What is the date, name, and version of the Regional Supplement used for this delineation? What is the date, name, and version of the plant list used for this delineation?)

**Wetland and Stream Data Sheets** *{Data forms of both upland and wetland data points for* ***each*** *wetland type} {Stream data points both within the stream channel and upstream of the head of the stream channel} Wetland Delineation Datasheets and supplemental information can be found at:* [*https://www.nao.usace.army.mil/Missions/Regulatory/Commonly-Used-Forms/*](https://www.nao.usace.army.mil/Missions/Regulatory/Commonly-Used-Forms/)*. Individuals are required to use the appropriate delineation regional supplement that corresponds to the location of their project site.*

**On-Site Determination Date** *{Wetland and stream boundary delineation and site data collection conducted on XXXXXXXXX.}*

**Wetland and Stream Delineation Plan** *{The proposed wetland and stream boundaries and Data Sampling Point locations are depicted on the plan entitled “XXXXXXXXX” prepared by XXXXXXXXX on XDateX.}*

**Wetland Determination Results** (Examples given below. This is a summary of totals, please also provide a table with each individual water, Cowardin classification, and area (in applicable units) shown. See table at end of questionnaire.)

**Wetlands***{A total of approximately 0.172 acres of non-tidal wetlands were identified within the 0.241 acre parcel during this determination. Of the total proposed wetland area, approximately 0.115 acres are palustrine forested (PFO) wetlands, and 0.057 aces are palustrine emergent (PEM) wetlands (Phragmites stand in the southeast corner of the property). These wetlands, described by Data Sampling Point 1 provided in Appendix C, have a surface water connection to a man-made canal and XXXXX Bay to the south via a drainage ditch and culvert under XXXXX Road.}*

**Streams***{Approximately XX linear feet of the subject parcel were classified as stream channels with a bed and bank and the presence of an ordinary high-water mark. Include Unified Stream Methodology classification for each stream channel.}*

**Other Waters***{To be used for open waters/Ditches/etc. Include area/linear feet and Cowardin classification* (i.e., emergent, scrub-shrub, or forested) or similar terminology *for each waters.*}

**Discussion of Chesapeake Bay Preservation Act (Bay Act) Determination on Site, if applicable**

**Discussion of Hydrology, plant communities, and habitat types on Site** (Include Flow Regime Determination Datasheets, if applicable)

**100-Year Floodplains** *{As depicted on the Federal Emergency Management Agency’s (FEMA) on-line Flood Insurance Rate Map # XXXXXXX, effective date XXXXXX the subject property lies within the 100-year floodplain (Zone AE, Base Flood Elevation 5 Feet)*

**USDA Soil Survey** *{The on-line USDA Natural Resource Conservation Service Soil Survey (Figure 7, Appendix A) identifies poorly drained Nimmo sandy loam (NmA) the northern portion of the subject property (approximately 80% of the site), and well drained Udorthents and Udipsamments (UpD) in the southern portion. The Nimmo series is found on the Virginia Hydric Soils List.}*

**Uplands** *{Example: 0.069 acres of the subject parcel were classified as uplands, as described by Data Sampling Point 2 provided in Appendix C. Representative site photos are provided in Appendix D.}*

**Photographs** (Should be representative of the site and may include pictures of the wetlands, soils, tributaries, on the site. Photographs will help in determining the need for a site visit.)

**Notes** (Note normal circumstances, or anything needed to be explained (site is ditched, farmed, etc.) to support your findings.)

**Waters Table example:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Polygon or Unique Wetland/ Water ID** | **Latitude**  | **Longitude**  | **Cowardin Class**  | **Stream****(Linear Feet)** | **Area (Acres)** | **Class of aquatic resource (Tidal/Non-tidal, Section 10/404, etc.)** |

**GIS Shapefiles** (Must be provided in acceptable file types XXXX.)